

**Washington State Nursing Care Quality Assurance Commission
Department of Health**

MINUTES

July 11, 12, 2002 Workshop and Business meeting

Phoenix Inn Suites
Phoenix Room
415 Capitol Way North
Olympia, WA 98501
360-570-0555

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Agenda Item	Discussion	Decision	Action/Follow Up
July 11, 2002 Nursing Care Quality Assurance Commission (NCQAC) workshop			
The order of the agenda will change. The morning items will be heard in the afternoon and the afternoon items will be heard in the morning.			
Present at the workshop:	Joanna Boatman, RN, Chair Becky Kerben, LPN, Co-Chair Shirley Coleman Aikin, RN, MSN Shannon Fitzgerald, RN, MSN Rev. Ezra Kinlow, Public Member Gail Kirk, PhD, Public Member Frank Maziarski, RN, CRNA Cheryl Payseno, RN, MPA Robert Schott, LPN Sandra Weeks, LM, ARNP Marlene Wells, LPN Rose Marie Neumann, LPN Ellen Rosbach, RN Lorraine Overmyer, RN	Joan Wilson, RN Jeni Fung, Public Member Jean Stevens, RN Marc Defreyn, Assistant Attorney General Paula R. Meyer, RN, MSN, Executive Director Chuck Cumiskey, RN, BSN, CRRN, Nurse Practice Manager Maura Egan, RN, PhD, Education Manager Shellie Pierce, Discipline Manager Jeanne Giese, RN, MN, Chief Investigator Karl Hoehn, Lead Staff Attorney Kris McLaughlin, Secretary Peggiann Thornton, Secretary Terry West, Health Service Administrator	
8:30AM Nursing Education	<p>The Education Subcommittee presented items to the Commission and Protoms to vote in order to prioritize.</p> <p>There were three Directors from three programs in attendance and spoke on articulation efforts in Washington State by the Council of Nursing Educators of Washington State (CNEWS) (a handout was given). A second topic was given on minimal competencies at graduation for PN, ADN and BSN.</p>		

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		Directors present were: Marge Herzog, Olympic College Helen Kuebel, Lower Columbia College and Carolyn Nelson, Clover Park Community College		
10:00AM	Break			
10:15AM	Nursing Education			
12:00PM	Lunch	Video—Breaking the Habit	Paula Meyer presented a video from National Council of State Boards of Nursing (NCSBN).	
1:00PM	Committee member assignments, charging panel assignments	<p>There will be 3 panel members with 1 back up. Steering: Joanna Boatman Becky Kerben Frank Maziarski Paula Meyer</p> <p>Practice: RN: Frank Maziarski LPN: Roberta Schott Public Member: Gail Kirk Staff: Chuck Cumiskey (Victoria Fletcher)</p> <p>Education: RN: Helen Murphy LPN: Marlene Wells Sandy Weeks Pro Tem: Joan Wilson, Shirley Aikin Staff: Maura Egan</p> <p>Disicpline: RN: Cheryl Payseno LPN: Becky Kerben Public: Ezra Kinlow Staff: Karl Hoehn</p>		

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	<p>Legislative: Chair: Joanna Boatman Vice Chair: Frank Maziarski Others: Gail Kirk Staff: Paula Meyer</p> <p>NPAP: RN: Ellen Rosbach RN commission member: Joanna Boatman LPN: Rose Marie Neumann Public: Gail Kirk</p> <p>Charging Panels: #1 Panel: 3rd Tuesday, 7:30PM Rose Marie Neumann, Ellen Rosbach, Shirley Aikin, Gail Kirk</p> <p>#2 Panel: Tuesday, every 4 weeks, 8:30PM Frank Maziarski, Joan Wilson, Marlene Wells, Lorraine Overmyer</p> <p>#3 Panel: Mondays, every 3 weeks, 7:30PM Cheryl Payseno, Jean Stevens, Becky Kerben, Ezra Kinlow</p> <p>#4 Panel: Tuesday, every 2 weeks, 8:00AM Victoria Fletcher, Carolyn Hunter, Jeni Fung, Joanna Boatman</p> <p>Yes answers panel 4PM, every Monday except holidays: Carolyn Hunter, Frank Maziarski, Joanna Boatman, Ellen Rosbach</p>		

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<p>1:30PM</p> <p>Pro tem member update</p>	<p>Paula reviewed role of the Pro tems and asked for more specifics of what each of them does. We have 11 pro tem members. Pro tems have same power as commission members when doing commission business.</p> <p>Victoria reviews ARNP cases. One agreement took over 6 hours to write.</p> <p>Practice issues are getting complex.</p> <p>Increase in hearings and practice issues.</p> <p>Jean Stevens gets 4-5 diversion cases a month.</p> <p>How many do they get a month (cases)?</p> <p>Joan gets 4 a month, plus education committee.</p> <p>Ellen does one conference call a week for cases, plus the Long Term Care Committee.</p> <p>Jeanne Giese said there has been an increase in diversion cases and will get numbers. Also seeing an increase in ARNP's in independent practice and these cases are very time consuming. Most are practice and boundary cases. There has been a steady increase in ARNP complaints.</p>		

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	<p>Pro tem members can vote in committees but have no voting rights at commission meetings. Secretary appoints pro tems but the duties are specific to each pro tem and are defined in their letters.</p> <p>Suggestion to develop a task force to review the committees</p>		
2:15PM Break			
2:30PM Compliance	<p>Information regarding compliance reports was distributed by Shamim Noormuhammad and Terry West. The Washington Health Professionals Service (WHPS) will only monitor licensees if they are in the program.</p>		
3:15PM Unlicensed assistive personnel	<p>Paula Meyer gave a presentation for Shannon Fitzgerald who has been working on the unlicensed assistive personnel issue. The Department has been reviewing the scope of practice of unlicensed assistive personnel because Health Professions Quality Assurance (HPQA) will be regulating them. Gary Bennett, Sue Shoblom and Paula went to Edmonds Community College for a meeting to assess the proposed Patient Care Technician (PCT) role.</p> <p>Paula asked what your concerns are in your practices with some of the unlicensed assistive personnel:</p> <ul style="list-style-type: none"> Persons who are unlicensed are performing tasks without adequate education. 		

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	<ul style="list-style-type: none"> • Waiting for an accident to happen with the lack of experience and education. • The priority should be public protection. • Facilities hire persons and teach them to do different tasks. <p>Nurse delegation is clearly defined, but when you get out of delegation to unlicensed assisted personnel they do not have the education and training needed. They are doing tasks that were provided by licensed personnel. They are there to help but concerns are that they have not had the education to do the tasks that have been delegated to them. Nursing Assistants are not licensed, they are certified or registered under the Uniform Disciplinary Act (UDA).</p> <p>Patients assume they are being treated by a nurse. Victoria Fletcher said that caregivers in direct contact with vulnerable patients need to be regulated. If you train a PCT to do a certain task, a lot of times people assume they can do everything. Who supervises MA's? RN's?? Who supervises the paramedics who can do almost anything outside of hospitals?</p> <p>The public assumes that nurses are working with Dr's. Often, the personnel are medical assistants (MA) who do not have nursing experience.</p>		

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	<p>How does the RN interface with the unlicensed assisted personnel? Paramedics are working in rural ER rooms and nurses do not know what they can and cannot do. The title nurse is protected in this state by statute.</p> <p>It was suggested that the Medical commission could place an article in their newsletter that nurse is title protected, and that unlicensed assistive personnel are not nurses.</p> <p>A suggestion was made to have this topic at the Fall Board Commission Committee Council meeting. All were in agreement with this. Need to include Long Term Care facilities in these discussions for their input. There is no mechanism to track these people who continue to move from facility to facility after being fired.</p> <p>The facilities cannot divulge any information on fired employees to future employers, only attendance history.</p> <p>Patient Care Technicians will be discussed on the business meeting agenda.</p>		

Agenda Item	Discussion	Decision	Action/Follow Up
July 12, 2002 Nursing Care Quality Assurance Commission (NCQAC) business meeting			
8:30AM	Commission and Proteems present: Joanna Boatman, RN, Chair Becky Kerben, LPN, Co-Chair Rev. Ezra Kinlow, Public Member Gail Kirk, PhD, Public Member Frank Maziarski, RN, CRNA Helen Murphy, RN, ARNP Cheryl Payseno, RN, MPA Jacqueline Rowe, RN, ARNP Roberta Schott, LPN Sandra Weeks, LM, ARNP Marlene Wells, LPN Shirley Coleman Aikin, RN, MSN Shannon Fitzgerald, RN, MSN (½ day) Jeni Fung, Public Membef Rose Marie Neumann, LPN Ellen Rosbach, RN Lorraine Overmyer, RN Jean Stevens, RN, ½ day Joan Wilson, RN	Staff present: Paula R. Meyer, RN, MSN, Executive Director\ Chuck Cumiskey, RN, BSN, CRRN, Nurse Practice Manager Maura Egan, RN, PhD, Education Manager Shellie Pierce, Discipline Manager Jeanne Giese, RN, MN, Chief Investigator Karl Hoehn, Lead Staff Attorney Kris McLaughlin, Secretary Peggiann Thornton, Secretary Terry West, Health Service Administrator	
1. Opening—Joanna Boatman, Chair			
Call to Order	Joanna Boatman called the meeting to order at 8:40AM. New commission members present were introduced: Helen S. Murphy, ARNP and Jacqueline Rowe, RN. Patty Latsch, was introduced as the new senior health law judge for the Office of Professional Standards.		
Order of Agenda—	The order of the agenda may change according to the needs of the Nursing Commission		

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Announcements			
Other			
2. Consent Agenda— DISCUSSION/ACTION	Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Commission without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.	Motion was made and passed to approve the consent agenda with the budget being removed.	
May 10, 2002 minutes			
March 21, 2002 disciplinary minutes			
April 29, 2002 disciplinary minutes			
May 16, 17, 2002 disciplinary minutes			
Budget	A motion was made to remove the budget item to the regular agenda for discussion. Terry West explained the discrepancies on the budget report on over spending on postage and Board of Pharmacy charges.		
Nursing Program Approval Panel (NPAP) Decisions			
Faculty Waivers			
“The Link Between Entry-Level RN Practice and the NCLEX-RN Examination”			

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Subcommittee minutes			
3. Chair report—Joanna Boatman—DISCUSSION/ACTION	<p>Joanna Boatman reported that she has been meeting with Tri Council regularly to develop the second nursing shortage summit, July 19. Joanna will present the strategy data. There will be four commission members participating. Paula attended the NCSBN board meeting in Seattle.</p>	<p>Frank Maziarski will be Helen Murphy's mentor. Cheryl Payseno will be Jacqueline Rowe's mentor. Task force to look at structure of the commission: Becky Kerben, Frank Maziarski, Cheryl Payseno, Jeni Fung and Paula Meyer. Pro tem task force to develop criteria for pro tems: Victoria Fletcher, Rose Marie Neumann, Joanna Boatman, Gail Kirk and Paula Meyer. Task force to review Education rules not decided.</p>	
A. Washington Nursing Leadership Council, the second Nursing Shortage Summit			
B. Other			
4. Executive Director report—Paula Meyer—DISCUSSION/ACTION			
A. Patient Care Technician meeting at Edmonds Community College	<p>Paula Meyer, Sue Shoblom and Gary Bennett went to Edmonds Community College to discuss the roles of the Patient Care Technician. They were very clear about the roles of the Nursing Assistant, LPN and the Health Care Assistant. School personnel were very familiar with the limitations in law and regulations.</p>		

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<p>B. Legislation affecting school nurses: Model policy drafted by the Department of Health and the Office of the Superintendent of Public instruction (OSPI), OSPI bulletin, presentation for school nursing groups staffing changes</p>	<p>Accommodating Children with Diabetes, SB 6641 became law. The Department of Health and the Office of Superintendent of Public Instruction will develop a model policy on training needs for school personnel on diabetes. A group from OSPI, Maternal and Child Health and Paula have worked together to develop this policy. It will go to School Boards for adopt ion.</p>		
<p>C. Out of State travel National Council of State Boards of Nursing House of Delegates/Annual meeting, August 12-16, 2002 Anaheim, CA</p>	<p>There has been a freeze on hiring, travel and equipment purchases. In state travel is still at the Executive Director level for approval. Out of state is subject to approval at the Assistant Secretary level. Joanna and Paula were to attend the NCSBN annual meeting in Anaheim. Paula's expenses will be paid by NCSBN,</p> <p>Joanna has requested attendance to serve as the Washington delgate. She can act and vote for both delegate seats.</p> <p>Maura Egan expressed that she would like to attend as she is a member of the Practice, Education and Regulatory Congruence (PERC) committee. Maura has a presentation as part of the PERC committee. According to the Governor's Directive, if more than one person attends, justification is required to distinguish in functions. Joanna is the delegate, Paula is a board member.</p>	<p>A motion was made and passed to support Maura's attendance by paying for airfare and least expensive way for either one day or one overnight travel only, not delegate for presentation.</p>	

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	<p>Becky Kerben stated she was not supportive because an LPN member of the commission's travel to the meeting was not approved. Cheryl Payseno stated that many commission members' travel for committees has been denied for committee work.</p>		
<p>D. Appointments of new commission members and introductions</p>	<p>Introduction of two new Commission Members. Helen Murphy, ARNP, is a Psych Mental Health nurse practitioner in private practice. Jacqueline Rowe, RN, is employed at Village Green Retirement in Federal Way.</p>		
<p>E. Other</p>	<p>The Commission reviewed the latest organizational chart for Section 6. Barbara Evans Cordts is the newest staff attorney. Jim Herman, nurse investigator will be retiring the end of the month. Shellie Pierce is the new Disciplinary Manager.</p> <p>Karl Hoehn listed the names of all the AAG Prosecutors; Lead Susan Perini, Keith Armstrong, Marnie Shieren, Jim McLaughlin, Bob Hargraves, Mike Tribble, , Lynn Odell, Kathy Kaler, Mike Concannen. Marc Defreyn Commission advisor, John Kuntz and Art Debusschere Health Law Judges we introduced as well.</p>		

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	<p>If a commission or protem member gets a call from someone who says they are an AAG and asks questions about a case then it suggested that they get back to them after verifying the name with a staff attorney to verify they truly are who they are as they change so frequently.</p> <p>The Department of Health is looking at request legislation on Small Business Economic Impact Statements (SBEIS) required in rule making. As a result of the operating agreement, the staff discusses issues prior to taking legislation forward. SBEIS is not a good fit for HPQA health professional rules because they are not small businesses and they do a lot of stakeholder work. The SBEIS is very time consuming, and is being criticized because of the length of time it takes. DOH is asking for an exemption from the requirement. The fees paid for by professionals include the SBEIS time used. Michelle Davis from the Department of Health Policy office answered questions regarding this issue.</p> <p>Discussion as to whether or not to open nurse delegation into in home settings. Study done by UW had over whelming support. An in-home services roundtable was held last week to see how it would effect in home settings. Lynda Timothy, was present to answer questions.</p>		<p>Karl Hoehn will get a list of all the AAG's and their telephone numbers to distribute to the commission and pro tems.</p>

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5. Discussion items—Joanna Boatman—DISCUSSION/ACTION			
A. The topic of Medication Assistance by Nursing Assistants was presented to the steering committee.	Anyone can go into a home and assist with medication. But the NA law says that NA's cannot do anything unless under the direct supervision of an RN/LPN. Facilities Services Licensing worked on this issue as well as the Nursing Assistant program and AAG's. Medication assistance does apply and nursing assistants can assist in these settings.	Suggestion to have Paula Meyer and Shannon Fitzgerald consider what has been stated today and bring it back to the commission as a proposal which will be sent to all stakeholders.	
B. Shannon Fitzgerald and Paula Meyer will report on a request for an advisory opinion by DSHS personnel.	Shannon Fitzgerald and Paula Meyer developed an Advisory Opinion.		Continue work with the home care association, DSHS, FSL, and the hospice organization. Report at September meeting.
C. The NCQAC has considerable authority in the Nursing Assistant RCW's and WAC's. The role of the NCQAC with the Nursing Assistant program will be discussed.	Lynda Timothy with Department of Health Facilities and Services Licensing explained home care does not have nurse oversight. Stakeholders present to share their concerns were; Nancy James, Home Care Association, Blanche Jones, Home Care Association of Washington, Anne Koepsell, Washington State Hospice and Palliative Care Organization, Lois Hoell, North West One and representing Home Health Agencies. The Pharmacy WACs only apply to persons who can take care of themselves.		
D. Recommendations to address nursing assistant practice questions will be evaluated.			

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E. Other			
6. July 19 Nursing Shortage Summit—DISCUSSION/ACTION Joanna Boatman, Frank Maziarski, Gail Kirk and Shirley Coleman Aikin were appointed to attend at the May meeting. A fifth member is invited and needs to be confirmed. Shirley Coleman Aikin is not able to attend and has requested Victoria Fletcher to be named in her place.	Roberta Schott may be able to attend. The summit will be held at the SeaTac Marriott. Question: What are the expectations or the role of those attending: Get a report back to the commission, more of a presentation of the plan. Will this plan pose any changes to education rules? Not a big impact at this time.		
7. National Council of State Boards of Nursing (NCSBN) reports—DISCUSSION/ACTION			
A. APRN task force—Shannon Fitzgerald			
B. 25 th Anniversary task force—Cheryl Payseno	Cheryl reported that it is still in the planning stages for the 25 th anniversary to be held August 2003 at the Delegate Assembly. The location will be at the Women's military museum in Arlington Virginia.		
C. PERC—Maura Egan	Maura has been working on her portion of the PERC presentation which will be quite dramatic. The action plan will be presented and will be voted on at the delegate assembly.		
D. Investigator Summit and Board of Directors meeting—Paula Meyer	The summit will be held June 21 st but due to travel freeze Paula, Jeanne Giese and an investigator will not be attending.		

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<p>8. NCSBN House of Delegates resolutions and committee representation— DISCUSSION/ACTION</p> <p>The NCQAC will discuss proposed resolutions and guide the delegate on voting. Several NCSBN committees and task forces will need new members this year. NCQAC members who are willing to serve on committees will be chosen.</p>	<p>There is a need to have Board and Commission members as candidates. A suggestion for Paula to be a real advocate for travel to NCSBN. Cheryl Payseno would be interested in participating on the Practice, Regulation and Education (PR&E) committee, if travel is approved Frank, ARNP Compact Task Force if travel is approved If NCSBN pays for fees and per diem then they could be considered for approval by Department of Health.</p>	<p>Paula will get the forms for them to fill out and submit them to NCSBN.</p>	
<p>9. CRNA opt out—Frank Maziarski, Chuck Cumiskey, Paula Meyer— DISCUSSION/ACTION</p> <p>The packet for the Governor has been delivered to the Governor's office. Ree Sailor is the Governor's policy analyst for this topic. A report on the process and progress to date will be presented.</p>	<p>Frank Maziarski reported on the CRNA opt out. The process is described in the report. On June 1st the document was sent to the Governor and now waiting for his reply. The Governor has 3 options; opt out, say no or do nothing.</p>		
<p>10. Disciplinary Action Plans— DISCUSSION/ACTION—Paula Meyer, Karl Hoehn</p>			

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<p>A brainstorming session was held at the March NCQAC workshop to develop action plans to improve our processes and outcomes with the Attorney General office. Action plans were developed and distributed to the NCQAC at the May meeting. Recommendations for improvement will be presented based on the action plans submitted.</p>	<p>Paula and Karl asked for input on some of the action plans that may or may not be needed to be done anymore:</p> <p>#12 “legal review of 100% of cases” Purpose to anticipate problems and address it up front. Not all have had legal review of practice cases, mostly diversion cases. The commission members are the experts in reviewing not the attorneys. Is this information helpful enough to continue to need the legal review? There are time line issues as well. The commission decided to continue receiving the reviews.</p> <p>#13 orders not clear, standardized orders</p> <p>#16 Staff Attorney assigned early in complex cases High profile cases, summary actions.</p> <p>#19 colored sheets between sections—already being done.</p> <p>#21 Place in WAC mandatory curriculum content on 18.79, 246-840 and the UDA—we need to slow down on this.</p> <p>#18 highlighting files in yellow—Use notes or tabs rather than highlighting.</p>		
<p>11. Joint Practice and Education sub-committee meetings—Maura Egan and Chuck Cumiskey— DISCUSSION/ ACTION</p>			

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Two joint meetings have been held. The Committee members have requested evaluation of the meetings, the processes used to conduct the meetings, and the continuation of the meetings.	The meetings have been beneficial. There was discussion on the need for evaluations of meetings. Staff will ensure a process of taking minutes and scheduling these meetings.	A motion was made and passed to move to have practice and education meet together twice a year with the next meeting in September.	
12. Licensing Improvements—Limited Education License and potential Department of Health (DOH) request legislation—Paula Meyer—DISCUSSION/ACTION			
A. The Limited Education License (LEL) rules have been reviewed. There is an opportunity to clarify processes in rule and remove the burden of the LEL while maintaining public protection in reactivation of licenses, reinstatement of licenses, and during refresher courses. A position paper with recommendations will be presented.	<p>The limited education license will be issued in the form of a letter with a time limit. The letter will be stamped with the state seal. Begin CR 101 process to revise rules on LEL.</p> <p>A list of refresher programs was included in the packets. A limited education license is required in order for an applicant to take clinical. Rules need to define who will be cc'd on the letter. Some people have been carrying the wallet portion of the LEL's for years and could be used by an imposter.</p> <p>Determine acceptable time period for LELs, circumstances may exist requiring an extension.</p>		
B. DOH request legislation for the 2003 session may include reduction of licensing barriers. Opportunities to improve the nursing licensure laws will be presented.	<p>DOH request legislation: Lift 18 year limit for LPN's to start their program.</p> <p>Preceptors: needs clarification, do they need to be RN/LPN?</p>	A motion was made and passed to proceed with request legislation addressing licensure barriers.	Circulate draft language to commission members. Comments due back to Pam Lovinger by August 9.

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	<p>Need to amend letter to state time limitations. Put “original” on letters.</p> <p>Change language to transcript rather than diploma.</p>		
<p>13. Clarification of language in WAC 246-840-560 (3) —Maura Egan— DISCUSSION/ACTION</p> <p>Department of Social and Health Services (DSHS) personnel have requested the commission to review and advise on language in this WAC.</p>	<p>A standard in the educational rules states that clinical work must be conducted in “approved” facilities. At this time, students are in a variety of settings for clinical experiences, some of which are not JCAHO accredited.</p>	<p>A motion was made and passed to send this issue to the Education Subcommittee for discussion and recommendation.</p>	
<p>14. Advanced Registered Nurse Practitioner (ARNP) scope of practice statements and applications— Shannon Fitzgerald, Chuck Cumiskey and Val Zandell— DISCUSSION/ACTION</p>			
<p>A. Each July, the NCQAC will review any revisions that have been made to the ARNP Scope of Practice statements that have been accepted in rule. The NCQAC will determine if the revisions reflect the ARNP scope of practice in Washington.</p>	<p>Shannon Fitzgerald reported that there are no changes to the categories.</p>		

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<p>B. A request was made at the July 2001 meeting that Val Zandell report on the number of ARNP applications that have presented questions to the licensing staff that have required commission member assistance. Val will report on the number of ARNP applications, and any trends that may have occurred.</p>	<p>Val Zandell explained the increase in Nurse Practitioner licenses being issued. They have a lot of pending applications but the volume varies from month to month. How often do licensing folks need to seek advise from Commission members? Not too often, most are new graduates and transcripts are clear. Assistance is sought less than 10 times a month. A sample of endorsement applications were tracked to see how long it is taking to issue a license. If all the documentation is present, licenses are issued within 2 days. If documentation was missing, such as verifications or incomplete applications then it could take anywhere from several weeks to months. Verifications can be mailed to the wrong state which delays the process. Handouts were distributed.</p>		
<p>Executive Session if needed—The Executive Session is that part of a regular or special meeting that is closed to the public. An executive session was not needed today.</p>			
<p>LUNCH</p>			
<p>1:00PM OPEN MIKE Open mike is for public presentation of issues to the Nursing commission. If the public has issues regarding disciplinary cases, please call: 360-236-4727.</p>	<p>Lois Hoell, representing NWONE asked what happens to the surveys from NCSBN on the commitment to excellence. They will vote at the House of Delegates and then they will be able to share.</p>		

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<p>15. NCQAC representation on the DSHS Long Term Caregiver curriculum development task force—Paula Meyer— DISCUSSION/ACTION</p> <p>As a result of legislation, DSHS was directed to develop a curriculum for caregiver training in long term care settings. Ellen Rosbach has served on this task force for the last two years. DSHS is requesting a NCQAC member continue on this task force until it is completed.</p>		<p>Ellen Rosbach was confirmed to serve as the NCQAC member.</p>	
<p>16. Competency issue—Chuck Cumiskey, Victoria Fletcher— DISCUSSION/ACTION</p>			
<p>Present action plan about competency</p>	<p>Chuck Cumiskey and Victoria Fletcher are developing a plan. Chuck has been checking with other states, Victoria is checking with other Commissions, employers, educators, NWONE, CNEWS, Home Care Associations, Hospitals to review clinical competencies. There is a need for more clarification and to develop a purpose statement. By September there will be an action plan. What is the guidance of the commission? Clinical competency or continued competency for nurses? Evaluate National websites of Pharmacy, Psychology and Chiropractic.</p>		<p>The committee will bring the commission a defined action plan.</p>
<p>17. Public Disclosure of Lists and Labels—Karl Hoehn— DISCUSSION/ACTION</p>			

Agenda Item	Discussion	Decision	Action/Follow Up
<p>The Commission recognizes entities for staff to release lists and labels. The Commission will make recommendations on those entities and criteria to be recognized.</p>	<p>Karl explained the Public Disclosure Act: There is no list of commission approved nursing associations or organizations.</p>	<p>A motion was made and passed to develop criteria for requests of list and labels. A list of recognized organizations was completed.</p> <p>Council of Nurse Educators of Washington State (CNEWS)</p> <p>Washington State Nurses Association (WSNA)</p> <p>Washington Association of Nurse Anesthetists (WANA)</p> <p>School Nurses Association of Washington (SNOW)</p> <p>Association of Operating Room Nurses (AORN)</p> <p>American College of Nurse Midwives</p> <p>Midwives Association of Washington State (MAWS)</p> <p>Washington Association of Perioperative Nurses (WAPN)</p> <p>Washington State Hospital Association (WSHA)</p> <p>Home Care Association of Washington (HCAW)</p> <p>ARNP United</p> <p>Association of Advanced Practice Psychology Nurses (AAPPA)</p>	<p>Marc Defreyn and Karl Hoehn will develop criteria for lists and label requests and a list of schools.</p>

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		Rural Hospital Associations Washington Hospice and Palliative Care Association all approved schools of nursing	
18. Practice Subcommittee report— Shannon Fitzgerald— DISCUSSION/ACTION			
A. Advisory Opinions – DISCUSSION/ACTION			
Advisory Opinion request from Cherylyn Childers, RNC, “I request that the commission render an opinion on the practice of allowing labor patients to self administer doses of epidural solution, because of the position statement issued on 10/8/00 re: “Nurses Managing Patients Receiving Epidural Analgesia”, specifically the Exception: Monitoring OB Labor and Delivery patients receiving epidural analgesia.”— DISCUSSION/ACTION		Motion passed to accept clarification on the advisory opinion on epidural analgesia.	
B. Medication organizer— Shannon Fitzgerald— DISCUSSION/ACTION			
<ul style="list-style-type: none"> Review Position statement 	Shannon Fitzgerald reported on the position statement and gave some of the history. Patient safety is the main concern.	A secretary of health review will be conducted within 60 days.	

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<ul style="list-style-type: none"> Motion: Adopt position statement to replace previously archived advisory opinions related to the use of refillable medication organizers by RNs and LPNs. 		A motion was made and passed to adopt the draft position statement dated July 12, 2002 with the following change on page 2, after the word boarding homes, "individuals served by home health, and home care setting."	
C. Frank Maziarski will present a report regarding technical assistance provided to the Northwest Pediatric Critical Care Colloquim related to sedation issues for pediatric procedures. — DISCUSSION/ACTION			
Discussion by the Commission regarding whether this issue will require a position statement beyond the current statement on procedural sedation.		A motion was made and seconded to accept the clarification response of the procedural sedation policy.	
D. Report about technical assistance provided to Bobby Pearson regarding medication assistance from pre-filled medication organizers in the COPES program, DSHS. — SHANNON FITZGERALD — DISCUSSION/ACTION	This exists in the Pharmacy rules		

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<p>E. Request for clarification of the role of nursing assistants, certified and registered, in community based care settings, from Kay Kramer and Robert Stroh, Aging and Adult Services Administration, DSHS. "Under which circumstances may nursing assistants participate in medication assistance for residents who are self-administering their medications and treatments (reference: pharmacy WACs 246-888.)—SHANNON FITZGERALD—DISCUSSION/ACTION</p>			
<p>F. ARNP Specialty Categories. Annual review and approval of the national statements of scope of practice for ARNP practice areas. SHANNON FITZGERALD—DISCUSSION/ACTION</p>	<p>There have been no requests for new categories.</p>		
<p>G. Statement of clarification of age ranges for adult nurse practitioners who are certified by the American Nurses Credential Center. SHANNON FITZGERALD—DISCUSSION/ACTION</p>	<p>This statement adopted July 12, 2002 on the adult nurse practitioner; clarification of scope of practice language was adopted and can be circulated.</p>	<p>A motion was made and passed to adopt this clarification of the scope of practice statement on adult family practitioners.</p>	
<p>H. Other</p>			
<p>19. Education Subcommittee report—Shirley Coleman Aikin—DISCUSSION/ACTION</p>			

Agenda Item	Discussion	Decision	Action/Follow Up
A. Education Sub-Committee Report— DISCUSSION/ACTION			
B. Foreign Educated Nurses	<p>Foreign educated nurses is an issue that comes up from other states as well. Do we want to continue with CGFNS?</p> <p>Cheryl Payseno made a recommendation to discuss this issue at the next meeting when all data is compiled. Bring new draft language of the foreign educated nurses.</p> <p>Barriers: Suggestion to identify what barriers need to be considered.</p> <p>Tracking data: develop a new form, what are the components, how frequently do they need to be done</p>		At the September meeting bring the language from licensing and 246-080 and 090.
C. Education Rules Report from NCSBN on the new model rules			
D. Other			
20. Discipline Subcommittee Report— Cheryl Payseno— DISCUSSION/ACTION			
A. Taxonomy of Error, Root Cause Analysis and Practice Responsibility (TERCAP)— Cheryl Payseno— DISCUSSION/ACTION	The tool has been developed by NCSBN for evaluation of current disciplinary files. This tool is still being revised with no definitive start date as yet.		

Agenda Item	Discussion	Decision	Action/Follow Up
<p>Linda Patterson and the Discipline subcommittee will give an update on the ongoing NCSBN project. Recommendation for the Commission's approval for continuing participation in the TERCAP Project.</p>	<p>Do we have the staff money and time? It was decided at the last meeting that it would be worth the time and money. Data collection will consist of reviewing approximately 15 cases.</p>		
<p>B. Mental/Physical Health Evaluation Protocol—Cheryl Payseno— DISCUSSION/ACTION</p> <p>The draft protocol has been approved by the Discipline Subcommittee and is being recommended for possible approval by the Commission.</p>	<p>Cheryl Payseno presented the draft protocol for conducting a mental/physical health evaluation on a licensed nurse.</p>	<p>Motion was made and passed to accept the mental/physical health evaluation protocol with revisions.</p>	
<p>C. Experts/evaluators—Cheryl Payseno— DISCUSSION/ACTION</p> <p>Letters of interest received by the commission from interested professionals need to be evaluated. Recommending a task force of 3 or 4 commission members be appointed and empowered to review Curriculum Vitae's and select and approve the experts. May need additional consultant to assist task force.</p>	<p>How are they going to select those to be on the list? Appoint someone to review submitted resumes. Commission members can consult with other Board and Commission members. Helen Murphy will help the Discipline Subcommittee to develop a list of evaluators.</p>		<p>Bring a list of recommended evaluators to the September meeting. Have Helen meet with the Discipline subcommittee and present a recommendation.</p>
<p>D. Use of Standard Orders in the Discipline Process—Cheryl Payseno— DISCUSSION/ACTION</p>			

Agenda Item	Discussion	Decision	Action/Follow Up
Presentation of the draft of a standard order involving Medication Errors.	Cheryl Payseno presented the guidelines for charging to be used in charging panels. Left out workplace or work situation. Include aggregating and mitigating circumstances. Error of omission or comission. Write a paper on what they have learned rather than submitting a 1000 word paper. Joan Wilson will help Cheryl to write the draft on guidelines for charging licensees with violations involving medication errors.		
E. Other		Joanna will assign members to the charging panels and subcommittees.	
21. Other/FYI			
22. Closing	Joanna Boatman adjourned the meeting at 4:23PM.		

Approved on _____, as attested by Joanna Boatman, Nursing Commission Chair

The minutes were recorded by Kris McLaughlin _____